



Department of Development Services – West Region  
JOB OPPORTUNITY  
SKILLED MAINTAINER

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Public

**Job Title:** Skilled Maintainer (75 hrs.)

**Location:** Southbury Training School – Grounds

**Job Posting No:** 017278

**Hours:** Monday – Friday 7:15am – 3:15pm; Regular Days Off: Saturday, Sunday.

**Salary:** \$1,507.97/bi-weekly

**Closing Date:** February 17, 2014

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Those candidates appearing on Re-employment or SEBAC lists must be given first consideration.

**Knowledge, Skills and Abilities:** Duties consistent with the Skilled Maintainer job specification. Accountable for performing one or more tasks of a skilled nature in one or several of the following areas: Building and equipment maintenance, (operational and remedial), including the operation of trucks of 5 ton or greater capacity or complex motorized equipment. Incumbent will also be responsible for vehicle upkeep via Department of Administrative Services (DAS) State of Connecticut Fleet Operations; supervision of Grounds care; Maintaining / updating Preventive Maintenance Logs; Data entry and retrieval of LAN Regional automated work order system (E-Maintenance); PR formulations, and receivers for related Maintenance material acquisitions; Assist Qualified Craft Workers or other higher level employees in the trades areas. Performs other related duties

**General Experience:** Two (2) years experience in one of the following areas: (1) one of the skilled trades, (2) Landscape maintenance or vegetable gardening, (3) Operation of motor trucks or large buses.

**Special Experience:** Prior training below the level of specialized trade's worker. Considerable knowledge of methods, tools, equipment, materials and procedures of specific trade or work area; knowledge of maintenance problems and their proper resolution; skill in manual and machine operations of trade or work area.

**Special Requirements:** Good oral and written communication skills. Must have valid Connecticut Commercial Driver's License (CDL). **Must be flexible in hours to work during inclement weather and emergencies.**

**Physical Requirement:** Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DDS Employees Classification Series:** Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

**Application Procedure for All Other Applicants:** Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at [www.das.state.ct.us/exam](http://www.das.state.ct.us/exam). Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

**All application materials must be received by 11:59 p.m. on the closing date indicated above.**

**Send application materials to:**

**Department of Developmental Services — West Region  
Rowland Government Center, 4<sup>th</sup> Floor  
55 West Main Street  
Waterbury, CT 06702  
Attn: Yvette Tappin  
Fax: 203-574-8857  
Email: [Yvette.Tappin@ct.gov](mailto:Yvette.Tappin@ct.gov)**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.